



DEPARTMENT OF PERSONNEL
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MEMO PERD #37/06
August 15, 2006

TO: Department Directors

FROM: Jeanne Greene, Director
Department of Personnel

SUBJECT: FY 2006 TURNOVER STATISTICS/WORKFORCE PLANNING
RETIREE PROJECTIONS/NEW EXIT INTERVIEW REPORT

Enclosed are the following turnover reports for fiscal year 2006:

- Turnover by Department - showing all employee movement from one State agency to another and all permanent separations from State service.
- Turnover by Class by Department - reflecting all employee movement, other than automatic progressions, which results in a class code change and all permanent separations from State service.
- Total State Separations, representing total separations from State by reason code.

We have also enclosed a copy of the statewide summaries of Turnover by Department and Turnover by Class by Department. This will allow you to compare turnover information in your agency with the statewide averages.

You will note that each of these reports has been broken into avoidable and unavoidable turnover. Avoidable turnover is described as employee movement and separations for which management can exercise some control or influence, where management generally has no control over unavoidable turnover.

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We have also included current retiree projection reports. All classified positions in State service are provided in the by grade report. The departmental projection report identifies both classified and unclassified positions, who are eligible for retirement based on age and/or length of service for the next five and ten years. Please note, purchased years of service are only reflected when the purchase contract is paid in full.

Finally, we have enclosed an exit interview report for your agency. This is a new report and covers any exit interview data received by our department from January 2006 through June 2006. (Note: not all agencies will have a report if no data was received.)

If you have any questions or comments regarding turnover data, please contact Tracy Walters at (775) 684-0130. Questions regarding the retiree projections or Workforce Planning should be directed to Brenda Harvey, (775) 684-0139. Questions regarding exit interview reports should be directed to Renee Travis at (775) 684-0111.

JG:sq

Enclosures

cc: Agency Personnel Liaisons
Agency Personnel Representatives